**PURPOSE**

The Red Creek Free Library (RCFL) exists to provide access to information, ideas, and opportunities for learning, enrichment, and connection. The library is a shared community space for reading, studying, creating, participating in programs and meetings, and using or borrowing library materials.

To ensure that everyone benefits from the library, this Code of Conduct applies to all individuals who engage with the RCFL, including patrons, staff, volunteers, and visitors.

The Goals of this policy are to:

* Protect the rights of individuals to enjoy library facilities, materials, and services
* Support staff, trustees, and volunteers in conducting library business in a safe and respectful environment
* Preserve library materials, facilities and resources
* Ensure the safety, comfort, and well-being of everyone who interacts with the library

**Shared Expectations**

The RCFL is committed to being a welcoming and inclusive place for all. Everyone is expected to:

* Treat others with courtesy and respect
* Use library resources and spaces responsibly
* Follow all library policies and staff instructions
* Help maintain a safe, clean, and comfortable environment
* Allow others to use the library without interference of disruption

**Disruptive or Unsafe Behavior:**

Behaviors that make it difficult for others to safely and comfortably use the library is not permitted.

Examples include:

* Behavior that is threatening, intimidating, harassing, or disruptive
* Behavior that damages property, facilities, or materials
* Behavior that interferes with library operations or staff responsibilities
* Behavior that is unsafe, unlawful, or violates library policy

This list is not exhaustive. Library staff will use their judgment to determine when behavior is disruptive or unsafe and take appropriate action.

**Enforcement**

All individuals are responsible for following this policy. Library staff, under the direction of the library Director, will enforce the Code of Conduct. Responses may include verbal reminder, a request to leave the premises, temporary suspension of library privileges, or, if necessary, involvement to law enforcement.

**Review of Policy**

The RCFL’s Code of Conduct will be reviewed regularly by the Director and the Board of Trustees to ensure that it aligns with local, state, and federal laws and supports the mission of the library. Updates must be approved by the Board of Trustees at an opening meeting.

Questions or concerns about this policy should be directed to the Library Director.